

**APPROVED**

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**THE PITTSFORD FIRE DISTRICT  
September 8, 2022**

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**7:30 PM - Regular Meeting**

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Present: Commissioners Cline, Peets, Rickett, Schenkel, Wallace, Willard, and Whelan  
Absent:

Also present: Chief Payne, Administrator Ockenden and Treasurer Clouser

Commissioner Wallace called the meeting to order at 7:30 PM with a moment of silence for fallen first responders and those who serve in our armed forces around the world. Also remembered were those lost on 9/11.

**Chiefs Report**

- Reported 620 calls year to date.
- Recommended the purchase of two Thermal Imaging Cameras
- Responded to a request to evaluate the current ATV for future replacement. The line officers concluded that the current configuration has met the needs of the district

Commissioner Rickett moved, seconded by Commissioner Peets, the board approved the purchase of two Thermal Imaging Cameras at a cost not to exceed \$8,000.00. The units will be Seek AttackPro with vehicle mounted chargers. The purchase to be made through Municipal Emergency Services, a single source vendor.

*The motion carried by an Aye vote of commissioners present.*

**Administrators Report**

- The previously approved replacement of truck bay heating systems at station 2 has been scheduled for September 17-18.
- Irondequoit Fire Extinguisher has purchased the assets of McCarthy, the vendor who previously serviced our fire extinguishers and air bottles. They will not offer on-site service. The Administrator is researching alternatives.
- Submitted a matrix of equipment needed for new Engine 383. The items and low bidders for each item were listed.
- Recommended the purchase of non-hazardous firefighting foam. Pricing was submitted from four vendors.

Commissioner Whelan moved, seconded by Commissioner Willard, the board approved the purchase of firefighting equipment per the listing submitted and attached to these minutes. Equipment is to be purchased from the lowest responsible bidder for each item.

Churchville Fire Equipment: \$9,366.25  
Duval Safety: \$2,352.60  
Municipal Emergency Services: \$2,506.48  
The Fire Store: \$5,743.00

*The motion carried by an Aye vote of commissioners present.*

Commissioner Whelan moved, seconded by Commissioner Willard, the board approved the purchase sixteen pallets of Universal Green Class B Firefighting Foam from Churchville Fire Equipment in an amount not to exceed \$3,200.00 as they were lowest responsible bidder.

*The motion carried by an Aye vote of commissioners present.*

**NOTE: Commissioner Schenkel entered the meeting at this point**

**Approval of Minutes**

Following a review, Commissioner Peets moved, seconded by Commissioner Willard, the board approved the minutes of the August 11<sup>th</sup> meeting as amended.

*The motion carried by an Aye vote of commissioners present.*

**Public Input**

-None

**Commissioner Cline Report**

-Researching disposal of scrap materials to be generated by the heating system replacement project.

-Rochester General Hospital has assumed the operation of Pulse Medical. It is hoped that this change will help Pulse overcome staffing issues.

-The power washing equipment at station 2 has been repaired. It is aging and part availability may become a future issue.

**Commissioner Peets Report**

-No report

**Commissioner Rickett Report**

-Engine 3823 has returned from repairs.

**Commissioner Schenkel Report**

-Beginning to organize the district inspection dinner

-Stantec is compiling input and it is hoped that they will produce a draft report in October for board review.

**Commissioner Whelan Report**

-Is waiting for a proposal from Red Alert to install a software module for preplans.

-A problem with a Mars warning light on 388 has been repaired under warranty.

-A manual bypass valve has been ordered for the front suction on Engine 384.

-Production of new Engine 383 is proceeding on schedule.

-384 is having air horn issues. The traditional provider, Grover has ceased operations. Alternatives are being researched.

**Commissioner Willard Report**

-District representatives have met with a new vendor for administration of the LOSAP program and recommend changing from Penflex to Firefly. Firefly will offer greater services, efficiency, and value at the same cost.

Commissioner Willard moved, seconded by Commissioner Cline, the board appointed Firefly as the administrator for the district Length of Service Award Program (LOSAP)  
*The motion carried by an Aye vote of commissioners present.*

### **Commissioner Wallace Report**

-The fire district attorney has suggested that a bill of sale be generated to the purchaser of current Engine 383.

### **Communications**

-Notification of the acceptance of a new member from the Pittsford Fire Department

Commissioner Peets moved, seconded by Commissioner Schenkel, the board approved the membership of Buraq Amin of 30 VanVoorhis Road as a member of the Pittsford Fire Department, pending completion of the mandatory district physical.

### **Old Business**

--Commissioner Peets submitted a letter outlining concerns regarding the process of ordering new fire hose. He stated that resolutions of the board must be promptly implemented.

### **New Business**

-Commissioner Whelan stated that planning for replacement of Ladder 380 should begin by April 2024, due to long manufacturing lead times.

Commissioner Schenkel moved, seconded by Commissioner Willard, to set dates for district events:

Annual Budget Hearing: October 10<sup>th</sup> at 7:00 p.m.

Annual Caucus Meeting: November 10<sup>th</sup> at 7:30 p.m.

Annual District Election: December 13<sup>th</sup> from 5:00 to 9:00 p.m.

All events are to be held at Pittsford Fire Station 1, 8 Monroe Avenue

*The motion carried by an Aye vote of commissioners present*

### **Treasurers Report-**

-The Treasurer submitted a monthly financial report and a listing of audited invoices for payment.

-Noted revenue received for a purchase deposit on current Engine 383 and reimbursement for our insurance carrier for lightning damage to equipment at station 1.

-Presented a draft of the Proposed 2023 District Budget. He detailed the revenues and expenditures involved. The tax levy required will be below the two percent cap set by New York State.

Commissioner Schenkel moved, seconded by Commissioner Peets, to adopt the 2023 Proposed Budget of the Pittsford Fire District.

*The motion carried by an Aye vote of commissioners present*

Commissioner Peets moved, seconded by Commissioner Willard, transfer the sum of \$20,000.00 from the Training Budget to the Building Supplies and Repairs Budget.

*The motion carried by an Aye vote of commissioners present*

Commissioner Schenkel moved, seconded by Commissioner Rickett, to approve the Treasurers report for August 2022 as submitted.

*The motion carried by an Aye vote of commissioners present*

Commissioner Peets moved, seconded by Commissioner Schenkel, to approve the payment of the audited invoices as submitted.

*The motion carried by an Aye vote of commissioners present. Commissioner Willard abstained from voting on an invoice to reimburse him for expenses*

Commissioner Peets moved, seconded by Commissioner Willard, to recess to Executive Session to discuss a legal matter.

*The motion carried by an Aye vote of commissioners present and the meeting recessed at 9:02 p.m.*

### **Executive Session**

Commissioner Peets moved, seconded by Commissioner Rickett, to reconvene from Executive Session.

*The motion carried by an Aye vote of commissioners present and the meeting reconvened at 9:17 p.m.*

### **Adjournment**

Having no further business to discuss, Commissioner Schenkel moved, seconded by Commissioner Peets, to adjourn the meeting.

*The motion carried by an Aye vote of commissioners present and the meeting was adjourned at 9:19 p.m.*

Respectfully submitted,  
Edwin R. Jeffries, Secretary